

TOWN OF MAYNARD

MUNICIPAL BUILDING
195 MAIN STREET
MAYNARD, MASSACHUSETTS 01754

Minutes CPC Meeting – Town Hall February 1, 2017

Members Present: M. John Dwyer; Ellen Duggan; Bill Cranshaw; Randy James; Tom Hesbach; Steve Jones

Members Absent: Rick Lefferts; Jon Lenicheck; Planning Board Position (Open)

Also Present: Lisa Hanley

John Dwyer called the Meeting to order at 7:05

ADMINISTRATION:

Minutes of 1/18/17 Meeting

- Motion by Ellen to approve Minutes as amended. Seconded by Tom. Unanimously approved.

Green Meadow Playground

- Tom provided photos of playground equipment as requested by CPC at previous meeting.

Community Preservation Coalition Annual Bill for \$875

- Motion by Tom to pay invoice. Seconded by Ellen. Unanimously approved.
- Lisa will submit invoice for payment.

Town of Maynard Annual Report – CPC Portion

- Discussion of updates for this year's report.
- Lisa will update and provide to CPC for review; report due by end of February.

Vacant Planning Board Seat

- Per Tom, two new members were sworn in at the January 31 Board of Selectmen Meeting.
- Tom suggested we ask if new alternate can be appointed to CPC.
- Ellen volunteered to discuss appointment of a person with the Planning Board.

Undesignated Fund Balance

- Discussion of how to handle the \$69,422.01.
- Tom suggested money be distributed as follows:
 - Undesignated fund - \$10,000
 - Budgeted Reserves- \$41,595.01

- Open Space-\$5,942.20
- Historical Preservation-\$5,942.20
- Affordable Housing-\$5,942.20
- It was decided that CPC will ask Mike Guzzo to clarify rules on allocation of administrative funds. Will also ask Community Preservation Coalition for guidance.

PROJECT BUSINESS:

Discussion of Allocation of Funds Requested

1. Conservation Fund Support - \$20,000
 - Open Space
2. Honoring Our Ancestors-\$1,180
 - Historical Preservation
3. Affordable Housing Trust-\$225,000
 - Community Housing
 - Concern over transferring money to a non-existing entity.
 - Steve proposed money is given contingent upon establishment of Trust/Trustees.
 - John suggested waiting 6 months until next Town Meeting.
 - Ellen would prefer deferring this request and then take out of cycle when the Trust is fully established.
 - It was also suggested that once approved at Annual Town Meeting, CPC will reserve the funds and provide once Trust is established and Trustees have been appointed.
4. Powdermill Door Preservation-\$32,000
 - Affordable Housing
5. Fowler Field-\$50,000
 - Budgeted Reserves
 - Discussion of project timeline. Steve said the entire field will be re-graded and re-seeded. Aaron Miklosko will get a written estimate with prices to better understand where money is going. Irrigation will be put in at a later date.
6. Veteran's Memorial Park - \$30,000
 - Budgeted Reserves
 - Bill is concerned that the bandstand might compromise the existing Veteran's Memorial.
 - Ellen stated that a new bandstand would be a great asset.
 - Steve will ask Bill Nemser what the plan is for aligning the new bandstand with the Veteran's Memorial to get a clear picture of the project.
 - All agreed that bandstand is a great idea, just needs to be done right in case the Veteran's Memorial is never completed.
7. Green Meadow School Playground-\$60,000
 - Budgeted Reserves
8. ArtSpace Cupola-\$10,000 (approx.)
 - Historical Preservation
 - Ellen made a motion to accept new request for an additional \$10,000 in funding. Randy seconded. Unanimously approved.
 - Ellen will ask Andrew for specific numbers.

Grant Agreements

- Brief discussion of progress on this. On November 28, Lisa provided group a packet of sample grant agreements. Includes Sample Grant Agreement from the Community Preservation Coalition. The Coalition used language and best practices by CPA Communities.
- CPC members will review samples and prepare comments.

Next Meeting: Public Hearing February 15, 2017

- John asked Lisa to bring copies of Public Hearing Notice and Agendas to this Meeting.
- Lisa will give Town Clerk Notice of Public Hearing for posting.

Respectfully Submitted,

Timeline of Dates for May 2017 Town Meeting — FY2017 CPA Proposals:

- October 3, 2016– Preliminary Application due
- Thursday, October 6, 2016 – CPC determines eligibility and notifies applicants
- November 9, 2016 – Final Applications due
- December 7, 2016 – CPC develops questions for proponents
- January 2017– Meetings with proponents and discussion
- February 15, 2017 – **Public hearing and final vote on proposals**

2016-17 Committee Positions:

Chair – John Dwyer
Vice Chair – Rick Lefferts
Treasurer – Steve Jones
Clerk – Open Position